

# MEETING OF THE CITY OF RUSHVILLE, INDIANA BOARD OF PUBLIC WORKS AND SAFETY

**MAY 18, 2021**

**5:30 P.M.**

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**CALL TO ORDER:** The Board of Public Works and Safety met on the above date and time at 330 North Main Suite 200 Rushville, Indiana. Mayor Pavey called the meeting to order at 5:30 p.m.

**ROLL CALL:** Gary Cameron, Darrin McGowan, Brad Berkemeier, and Phil King answered roll call.

**MINUTES:** McGowan moved to approve the minutes of the May 4, 2021 meeting as presented. Cameron seconded the motion. Motion carried.

**MAYOR'S REPORT:** None.

**CLERK-TREASURER'S REPORT:** Clerk-Treasurer Copley asked the Board for approval of the annual Senior Center Contract. Cameron moved to approve the annual contract as presented. Berkemeier seconded the motion. Motion carried.

Copley reported that her account payable clerk, Debbie Wayt, has requested to go part-time. Therefore, she has hired Kay Richards to fill in the position on the days that Wayt is off.

## **DEPARTMENT HEAD REPORTS:**

**Fire** – Chief Munson reported that employee short-term disability identified as #2021-01 and #2021 -2 are both back to full status with no restrictions.

They have completed pump maintenance on the trucks. Hose testing will take place on Friday.

**Park** – Director Burklow reported that the pool is up and running. They continue to check out the Overlook splash pad daily and are figuring out the initial turn on. It is functioning better than they expected.

**Zoning & Planning** – Meetings will be held tomorrow.

**Animal** – Director Hanna said she emailed reports for review.

**Street** – Superintendent Miller reported that the old park office is down. They will finish crack sealing this week.

**Police** – Chief Tucker is asking for the community’s vigilance. Someone has been lighting trees on fire at Riverside Park. They are ramping up their investigation. He said if you see something say something. He also said that no camping is allowed on the property.

Tucker spoke with a representative from Congressman Greg Pence’s office. They will be coming to the police department on June 3<sup>rd</sup> to discuss law enforcement in today’s society.

**CITIZEN CONCERNS/COMMENTS:** None.

**UNFINISHED BUSINESS:**

1. **CCMG – 8<sup>th</sup> Street Close-out** – The final invoices have been paid.

**NEW BUSINESS:**

1. **Change Orders:** None.
2. **Monthly Pay Apps:** Cameron moved to approve the claims as presented. Berkemeier seconded the motion. Motion carried.
  - Overlook Pay App #12 \$189,808.55 + HWC \$6,912.64
  - Gateway Pay App #7 \$15813.10
3. **Personnel Policy Handbook:** Mayor Pavey reported that the committee met along with Lori Seelen from Waggoner, Irwin, Scheele.
  - Letter of Engagement – Berkemeier moved to approve the letter of engagement and offer of services not to exceed \$16,600.00 plus expenses. Cameron seconded the motion. Motion carried.
  - Rushville Offer of Services \$14,840.00-\$16,600.00
4. **Fire Rescue Hiring Process** – Chief Munson said 27 applications were picked up and 18 took the agility test. The remaining testing will be this Saturday. He is hoping to have a recommendation to hire at the first meeting in June.
5. **Police Department Hiring Process** – Applications will be accepted until June 4<sup>th</sup>. So far 5 applications have been returned.
6. **Park Department Summer Help** – Director Burklow asked to approve Nicholas Pavey, Jackson Tracy, and John Alexander for summer help. Berkemeier moved to approve the summer park employees. McGowan seconded the motion. Motion carried.
  - Full-Time Hire Update – Burklow reported that Max Smiley is currently working part-time and the Park Board suggested that he complete a 90-day probation period then go full time.
7. **Street Department Hire Request** – Commissioner Miller asked for approval to hire Andrew Sweet as a skilled laborer. He has a CDL and can operate heavy equipment. He

would like for him to start on June 1 at \$16.30 per hour. McGowan moved to hire Sweet as requested. Berkemeier seconded the motion. Motion carried.

8. **Animal Shelter Policy Concerning Volunteer Drivers** – Director Hanna asked to accept volunteers to drive the shelter's van twice a month to the Lafayette clinic. Our insurance agent said they would be covered by the City's insurance. Hanna said she will prepare a form for them to sign. Cameron made a motion to approve this for the animal shelter department only. Berkemeier seconded the motion. Motion carried.
9. **Perpetual Easement Stormwater Drainage Forms** – Cameron said he has reviewed the forms and he is comfortable with them. He moved to approve the forms. Berkemeier seconded the motion. Motion carried.
10. **Waste Management (WM)/CGS – Contract Extension** – Mayor Pavey said he has a call into Chris, but they have not spoken yet.
11. **Fuel Reimbursement** – Clerk-Treasurer Copley said she met with Daniel Vaughn from Malcon on Friday. Also in the meeting were Debbie Wayt, Jemmy Miller, and Wayne Munson. They are currently reviewing our fuel invoices. The cost to the City is 15% of what is collected up to \$1500.00 maximum. This is paid quarterly. They will get back with us after further review.

**COVID-19 Update:** Mayor Pavey said there is no change other than children 12 years old can now receive vaccinations.

**ITEMS NOT KNOWN IN ADVANCE:** None.

**ADJOURN:** There was no further business to come before the Board; Berkemeier moved to adjourn. McGowan seconded the motion. The meeting adjourned at 5:59 p.m.